

# NEIGHBORHOOD STREET TREE PLANTING PROJECT CHECKLIST-

1. Contact Lower Platte South NRD (Rich Lodes at 472-3646) to obtain Community Forestry cost-share grant application ASAP. **Minimum of ten (10) trees per project/application.** Application deadline is February 1, 2006 and is subject to approval by the NRD Board of Directors.
2. Contact the Forestry Division of the Lincoln Parks & Recreation Department at 441-7035 to request mark out for street tree planting locations for neighborhood area that grant application is for ASAP. This should be done Fall 2005. **Must provide list of streets and/or addresses to be marked out and either fax (441-8706) or e-mail to Forestry at forestry@lincoln.ne.gov.**
3. Forestry Division will provide spreadsheet to grant applicant showing addresses, street tree planting locations, tree types and quantities after mark out is done.
4. **Minimum size tree planted must have at least a 1.5" trunk diameter. Must obtain and submit at least two bids from local tree nurseries for trees needed and include with application to NRD.** Cost of trees should include a one year replacement warranty.
5. **Grant applicant must provide 25% cash toward total cost of grant and up to 25% in other program funds (e.g. City of Lincoln Master Street Planting CIP funds) or in-kind services (e.g. labor to plant trees).**
6. Forestry Division will assist grant applicant/neighborhood in planting street trees- auger planting holes, coordinate/supervise planting, provide mulch, tree stakes, watering, etc. Planting is usually done on a scheduled Saturday and takes about 3 to 4 hours to plant about 20 trees, depending on number of volunteers.
7. **Planting project must be completed before June 1, 2006.**

